

CHAPTER 2  
COUNTY BOARD OF SUPERVISORS

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CHAPTER 2

COUNTY BOARD OF SUPERVISORS

**2.101 SUPERVISORY DISTRICTS**

The boundaries of the supervisory districts shall be as follows:

- (a) Supervisory District No. 1 with 1 supervisor:  
Part of the Town of Little Suamico.

Beginning where the shore of Green Bay and the south line of the Town of Little Suamico intersect; thence west along the south boundary line of the Town of Little Suamico to Mourning Dove Road; thence north along Mourning Dove Road to Bramschreiber Road; thence west along Bramschreiber Road to the center of US Highway 41-141; thence north along the center of US Highway 41-141 to County Road S; thence east along County Road S to County Road J and continuing northeasterly along County Road S to Geano Beach Road also being the north boundary line of the Town of Little Suamico; thence east along said north boundary line to the shore of Green Bay; thence southwesterly along the shore of Green Bay to the place of beginning.

- (b) Supervisory District No. 2 with 1 supervisor:  
Part of the Town of Little Suamico.

Beginning at the northwest corner of the Town of Little Suamico (T26N-R20E); thence east along the north boundary line of the Town of Little Suamico to County Road S; thence southwesterly along County Road S to County Road J and continuing west along County Road S to the west boundary line of the Town of Little Suamico; thence north along said west boundary line to the place of beginning.

- (c) Supervisory District No. 3 with 1 supervisor:  
Part of the Town of Little Suamico and part of the Town of Chase.

Beginning at the intersection of County Road S and County Road C, in the Town of Chase; thence south along County Road C to Hilbert Road; thence east along Hilbert Road to the boundary line between the Town of Chase and the Town of Little Suamico; thence north along said boundary line, also being Hilbert Road, to Allen Road; thence east along Allen Road to the center of US Highway 41-141; thence north along the center of US Highway 41-141 to County Road S; thence west along County Road S to County Road C, also being the place of beginning.

- (d) Supervisory District No. 4 with 1 supervisor:  
Part of the Town of Little Suamico.

Beginning at the intersection of South Chase Road and the west boundary line of the Town of Little Suamico; thence north along the said west boundary line to Allen Road; thence east along Allen Road to the center of US Highway 41-141; thence south along the center of US Highway 41-141 to Bramschreiber Road; thence east along Bramschreiber Road to Mourning Dove Road; thence south along Mourning Dove Road to East Brown Road, also being the south boundary line of the Town of Little Suamico; thence west along said south boundary line to Cross Road; thence north along Cross Road to South Chase Road; thence west along South Chase Road to the place of beginning.

- (e) Supervisory District No. 5 with 1 supervisor:  
Part of the Town of Little Suamico.

Beginning at the southwest corner of the Town of Little Suamico; thence east along the south line of the Town of Little Suamico to Cross Road; thence north along Cross Road to South Chase Road; thence west along South Chase Road to the west boundary line of the Town of Little Suamico; thence south along said west boundary line to the place of beginning.

- (f) Supervisory District No. 6 with 1 supervisor:  
Part of the Town of Chase.

Beginning at the southeast corner of the Town of Chase; thence west along the south boundary line of the Town of Chase to Jaworski Road; thence north along Jaworski Road to County Road S; thence east along County Road S to County Road C; thence south along County Road C to Hilbert Road; thence east along Hilbert Road to the east boundary line of the Town of Chase; thence south along the said east boundary line to the place of beginning.

- (g) Supervisory District No. 7 with 1 supervisor:  
Part of the Town of Chase and all of the Village of Pulaski within Oconto County.

Beginning at the northwest corner of the Town of Chase; thence south along the west boundary line of the Town of Chase to the boundary line between Oconto County and Brown County; thence east and south along the boundary line between Oconto County and Brown County to North Brown County Line Road (AKA North Pulaski Street); thence east along North Brown County Line Road also being the south line of the Town of Chase to Jaworski Road; thence north along Jaworski Road to County Road S; thence east along County Road S to the east boundary line of the Town of Chase; thence north along the said east boundary line to the northeast corner of the Town of Chase; thence west along the north boundary of the Town of Chase to the place of beginning.

- (h) Supervisory District No. 8 with 1 supervisor:  
Part of the Town of Morgan and part of the Town of Abrams.

Beginning at the southwest corner of the Town of Morgan; thence east on the south boundary line of the Town of Morgan to the west boundary line of the Town of Abrams, also being along County Road D; thence continuing east along County Road D to the center of US Highway 41-141; thence north along the center of US Highway 41-141 to the intersection of US Highway 41 and US Highway 141; thence northwesterly along the center of US Highway 141 to the Pensaukee River; thence southwesterly along the Pensaukee River to County Road EE; thence northwesterly along County Road EE to County Road E; thence west along County Road E to the west boundary line of the Town of Morgan; thence south along the said west boundary line to the place of beginning.

- (i) Supervisory District No. 9 with 1 supervisor:  
Part of the Town of Morgan and part of the Town of Abrams.

Beginning at the northwest corner of the Town of Morgan; thence east along the north boundary line of the Town of Morgan and continuing east along the north boundary line of the Town of Abrams to the northeast corner of the Town of Abrams; thence south along the east boundary line of the Town of Abrams to the Pensaukee River; thence southwesterly along the Pensaukee River to County Road EE; thence northwesterly along County Road EE to County Road E; thence west along County Road E to the west boundary line of the Town of Morgan; thence north along said west boundary line to the place of beginning.

- (j) Supervisory District No. 10 with 1 supervisor:  
Part of the Town of Pensaukee and part of the Town of Abrams.

Beginning at the southwest corner of the Town of Abrams; thence east on the south boundary line of the Town of Abrams and continuing east on the south boundary line of the Town of Pensaukee to the shore of Green Bay; thence northeasterly along the shore of Green Bay to the Pensaukee River; thence westerly along the Pensaukee River to the center of US Highway 41; thence southwesterly along the center of US Highway 41 to the west boundary line of the Town of Pensaukee; thence north on the said west boundary line to the Pensaukee River; thence southwesterly along the Pensaukee River to US Highway 141; thence southeasterly along US Highway 141 to the intersection with US Highway 41; thence south along US Highway 41-141 to County Road D; thence west along County Road D to the west boundary line of the Town of Abrams; thence south along said west boundary line to the place of beginning.

- (k) Supervisory District No. 11 with 1 supervisor:  
Part of the Part of the Town of Oconto and part of the Town of Pensaukee.

Beginning where the shore of Green Bay and the south line of the City of Oconto intersect; thence southwesterly along the shore of Green Bay to the Pensaukee River; thence westerly along the Pensaukee River to the center of US Highway 41; thence southwesterly along the center of US Highway 41 to the west boundary line of the Town of Pensaukee; thence north along the said west boundary line to the northwest corner of the Town of Pensaukee; thence east along the north boundary line of the Town of Pensaukee to the southwest corner of the Town of Oconto; thence north along the west boundary line of the Town of Oconto to State Highway 22; thence east along State Highway 22 to the west boundary line of the City of Oconto; thence in a counter clockwise direction along the west and south boundary line of the City of Oconto to the place of beginning.

- (l) Supervisory District No. 12 with 1 supervisor:  
Part of the City of Oconto.

Beginning where the shore of Green Bay and the south line of the City of Oconto intersect; thence northeasterly along the east line of the City of Oconto also being the shore of Green Bay, to the center of Splinter Causeway; thence southwesterly along the center of Splinter Causeway and continuing along Harbor Road to Main Street (AKA County Road Y); thence westerly along Main Street (AKA County Road Y) to Park Avenue; thence south along Park Avenue to the Oconto River; thence westerly along the Oconto River to the Canadian National Railroad; thence southwesterly along the Canadian National Railroad to the south boundary line of the City of Oconto; thence east along said south boundary line to the place of beginning.

- (m) Supervisory District No. 13 with 1 supervisor:  
Part of the City of Oconto.

Beginning at the southwest corner of the City of Oconto; thence north along the west boundary line of the City of Oconto to Charles Street (AKA State Highway 22); thence east along Charles Street (AKA State Highway 22) and continuing east along Main Street (AKA County Road Y) to Superior Avenue; thence south along Superior Avenue to the Oconto River; thence westerly along the Oconto River to the Canadian National Railroad; thence southwesterly along the Canadian National Railroad to the south boundary line of the City of Oconto; thence west along said south boundary line to the place of beginning.

- (n) Supervisory District No. 14 with 1 supervisor:  
Part of the City of Oconto.

Beginning at the northwest corner of the City of Oconto; thence south along the west boundary line of the City of Oconto to the intersection with Charles Street (AKA State Highway 22); thence east along Charles Street (AKA State Highway 22) and continuing east along Main Street (AKA County Road Y) to Superior Avenue; thence south along Superior Avenue to the Oconto River; thence easterly along the Oconto River to Park Avenue; thence north along Park Avenue to Quincy Street; thence west along Quincy Street to Arbutus Avenue; thence north along Arbutus Avenue to Memorial Drive; thence west along Memorial Drive to Superior Avenue; thence north along Superior Avenue to the north boundary line of the City of Oconto; thence west along said boundary line to the place of beginning.

- (o) Supervisory District No. 15 with 1 supervisor:  
Part of the Town of Little River and part of the City of Oconto.

Beginning where the shore of Green Bay and the east line of the Town of Little River (T29N-R22E) intersect; thence westerly and southerly along the easterly line of the Town of Little River and continuing along the easterly line of the City of Oconto, also being the shore of Green Bay, to the center of Splinter Causeway; thence southwesterly along the center of Splinter Causeway and continuing along Harbor Road to Main Street (AKA County Road Y); thence westerly along Main Street (AKA County Road Y) to Park Avenue; thence north along Park Avenue to Quincy Street; thence west along Quincy Street to Arbutus Avenue; thence north along

Arbutus Avenue to Memorial Drive; thence west along Memorial Drive to Superior Avenue; thence north along Superior Avenue to the boundary line between the City of Oconto and the Town of Little River (T28N-R22E); thence west along said boundary line to the southwest corner of the Town of Little River (T28N-R22E); thence north along the boundary line between the Town of Little River (T28N-R22E) and the Town of Oconto and continuing north along South Range Line Road to County Road A; thence west along County Road A to Elm Lane Road; thence north along Elm Lane Road to Woodview Road; thence east along Woodview Road to North Range Line Road; thence north along North Range Line Road to the north boundary line of the Town of Little River (T28N-R22E); thence east along the said north boundary line to the northeast corner of the Town of Little River (T28N-R22E); thence south along the east line of the Town of Little River (T28N-R22E) to the place of beginning.

- (p) Supervisory District No. 16 with 1 supervisor:  
Part of the Town of Little River and part of the Town of Oconto.

Beginning at the northwest corner of the Town of Little River (T29N-R21E); thence east, south, and east along the north boundary line of the Town of Little River to North Range Line Road; thence south along North Range Line Road to Woodview Road; thence west along Woodview Road to Elm Lane Road; thence south along Elm Lane Road to County Road A; thence east along County Road A to South Range Line Road; thence south along South Range Line Road and continuing south along the boundary line between the Town of Oconto and the Town of Little River (T28N-R22E) to the north line of the City of Oconto; thence in a counter clockwise direction along the northwesterly boundary of the City of Oconto to the intersection with State Highway 22; thence west along State Highway 22 to the boundary line between the Town of Oconto and the Town of Stiles; thence north along said boundary line and continuing north along the boundary line between the Town of Little River and the Town of Lena to the place of beginning.

- (q) Supervisory District No. 17 with 1 supervisor:  
Part of the Town of Stiles and part of the City of Oconto Falls.

Beginning at the southwest corner of the Town of Stiles, thence north along the boundary line between the Town of Oconto Falls and the Town of Stiles to the south boundary line of the City of Oconto Falls; thence in a counter clockwise direction along the easterly boundary line of the City of Oconto Falls to the intersection with South Main Street; thence northwesterly along South Main Street to South Washington Street; thence northwesterly along South Washington Street to Poplar Avenue; thence east and north along Poplar Avenue to Wisconsin Street; thence east along Wisconsin Street to South Milwaukee Avenue; thence north along South Milwaukee Avenue and continuing along North Milwaukee Avenue to Grove Street; thence east on Grove Street to the east boundary line of the City of Oconto Falls; thence in a counter clockwise direction along the easterly boundary of the City of Oconto Falls to the west boundary line of the Town of Stiles; thence north along said west boundary line to State Highway 22; thence east along State Highway 22 to the center of US Highway 141; thence south along the center of US Highway 141 to the south boundary line of the Town of Stiles; thence west along said south boundary line to the place of beginning.

- (r) Supervisory District No. 18 with 1 supervisor:  
Part of the City of Oconto Falls.

Beginning where the boundary line between the City of Oconto Falls and the Town of Stiles intersect with South Main Street; thence in a clockwise direction along the southerly and westerly boundary lines of the City of Oconto Falls to the intersection with State Highway 22; thence southeasterly along State Highway 22 and continuing southeasterly along North Main Street and South Main Street to the place of beginning.

- (s) Supervisory District No. 19 with 1 supervisor:  
Part of the City of Oconto Falls.

Beginning where the north boundary line of the City of Oconto Falls intersects with County Road I; thence in a counter clockwise direction along the northerly boundary line of the City of Oconto Falls to the intersection with State Highway 22 on the west side of the City of Oconto Falls; thence southeasterly along

State Highway 22 and continuing southeasterly along North Main Street and South Main Street to South Washington Street; thence northwesterly along South Washington Street to Poplar Avenue; thence east and north along Poplar Avenue to Wisconsin Street; thence east along Wisconsin Street to South Milwaukee Avenue; thence north along South Milwaukee Avenue and continuing along North Milwaukee Avenue to Grove Street; thence east on Grove Street to the east boundary line of the City of Oconto Falls; thence in a counter clockwise direction along the easterly boundary line of the City of Oconto Falls to the place of beginning.

- (t) Supervisory District No. 20 with 1 supervisor:  
Part of the Town of Oconto Falls and part of the Town of Stiles.

Beginning at the northeast corner of the Town of Stiles; thence south along the boundary line between the Town of Stiles and the Town of Oconto to the southeast corner of the Town of Stiles; thence west along the boundary line between the Town of Stiles and the Town of Pensaukee and continuing west along the boundary line between the Town of Stiles and the Town of Abrams to the center of US Highway 141; thence north along the center of US Highway 141 to State Highway 22; thence west along State Highway 22 to the boundary line between the Town of Stiles and the Town of Oconto Falls; thence south along said boundary line to the north boundary of the City of Oconto Falls; thence in a counter clockwise direction along the northerly line of the City of Oconto Falls to the Oconto River at a point northwest of the hydroelectric dam in the City of Oconto Falls; thence westerly along the Oconto River to County Road K; thence north along County Road K to State Highway 22; thence west along State Highway 22 to the boundary line between the Town of Oconto Falls and the Town of Gillett; thence north along said boundary line to the northwest corner of the Town of Oconto Falls; thence east along the boundary line between the Town of Oconto Falls and the Town of Spruce and continuing east along the boundary line between the Town of Stiles and the Town of Lena to the place of beginning. Including the Northeast Quarter of the Northeast Quarter of Section 25, Township 28 North, Range 19 East, Town of Oconto Falls, Oconto County, Wisconsin.

- (u) Supervisory District No. 21 with 1 supervisor:  
All of the Village of Lena and all of the Town of Lena.

- (v) Supervisory District No. 22 with 1 supervisor:  
All of the Town of Spruce and part of the Town of Brazeau (T30N-R19E).

Beginning at the northeast corner of the Town of Spruce; thence west on the boundary between the Town of Spruce and the Town of Brazeau (T30N-R19E) to County Road B; thence north on County Road B to County Road Z; thence west along County Road Z to the boundary line between the Town of Brazeau and Town of Bagley; thence south along said boundary line and continuing south along the boundary line between the Town of Spruce and the Town of Maple Valley to the southwest corner of the Town of Spruce; thence east along the boundary line between the Town of Spruce and the Town of Oconto Falls to the southeast corner of the Town of Spruce; thence north along the boundary line between the Town of Spruce and the Town of Lena to the place of beginning.

- (w) Supervisory District No. 23 with 1 supervisor:  
Part of the Town of Gillett and part of the Town of Oconto Falls.

Beginning at the northeast corner of the Town of Gillett; thence west along the boundary line between the Town of Gillett and the Town of Maple Valley to State Highway 32; thence southerly along State Highway 32 to the boundary line between the Town of Gillett and the City of Gillett; thence in a clockwise direction along the northerly, easterly, and southerly boundary line of the City of Gillett to the intersection with Old 22 Road; thence southwesterly along Old 22 Road to State Highway 22; thence south along State Highway 22 to the south boundary line of the Town of Gillett; thence east along said south boundary line and continuing along the south boundary line of the Town of Oconto Falls to the southeast corner of the Town of Oconto Falls; thence north on the boundary line between the Town of Oconto Falls and the Town of Stiles to the boundary line between the Town of Oconto Falls and the City of Oconto Falls; thence in a clockwise direction along the southerly and westerly boundary of the City of Oconto Falls to the Oconto River at a point northwest of the hydroelectric dam in the City of Oconto Falls; thence westerly along the Oconto River to

County Road K; thence north along County Road K to State Highway 22; thence west along State Highway 22 to the boundary line between the Town of Oconto Falls and the Town of Gillett; thence north along said boundary line to the place of beginning.

(x) Supervisory District No. 24 with 1 supervisor:  
All of the City of Gillett.

(y) Supervisory District No. 25 with 1 supervisor:  
All of the Town of Underhill and Part of the Town of Gillett.

Beginning at the southwest corner of the Town of Underhill; thence north along the west boundary line of said Town of Underhill to the boundary line between the Town of Underhill and the Town of How; thence east along said boundary line and continuing along the boundary line between the Town of Maple Valley and the Town of Gillett to State Highway 32; thence easterly and southerly along State Highway 32 to the boundary line between the Town of Gillett and the City of Gillett; thence in a counter clockwise direction along the westerly boundary of the City of Gillett to the intersection with Old 22 Road; thence southwesterly along Old 22 Road to State Highway 22; thence south along State Highway 22 to the south boundary line of the Town of Gillett; thence west along said south boundary line of the Town of Gillett and continuing along the south boundary line of the Town of Underhill to the place of beginning.

(z) Supervisory District No. 26 with 1 supervisor:  
All of the Village of Suring and all the Town of Maple Valley.

(aa) Supervisory District No. 27 with 1 supervisor:  
Part of the Town of Brazeau and all of the Town of Bagley.

Beginning at the northwest corner of the Town of Brazeau (T31N-R18E); thence east along the north boundary line to the east boundary line of said Town of Brazeau; thence south along said east boundary line to the north boundary line of the Town of Brazeau (T30N-R19E); thence east along said north boundary line to the northeast corner of the Town of Brazeau (T30N-R19E); thence south along said east boundary line to the boundary line between the Town of Brazeau and the Town of Spruce; thence west on said boundary to County Road B; thence north on County Road B to County Road Z; thence west along County Road Z to the boundary line between the Town of Brazeau and the Town of Bagley; thence south along said boundary line to the boundary line between the Town of Bagley and the Town of Maple Valley; thence west along said boundary line to the boundary line between the Town of Bagley and the Town of Breed; thence north along said boundary line to the boundary line between the Town of Bagley and the Town of Mountain; thence east along said boundary line to the boundary line between the Town of Mountain and the Town of Brazeau (T31N-R18E); thence north along said boundary line to the place of beginning.

(bb) Supervisory District No. 28 with 1 supervisor:  
All of the Town of Breed and all of the Town of How.

(cc) Supervisory District No. 29 with 1 supervisor:  
All of the Town of Mountain and part of the Town of Riverview.

Beginning at the intersection of Sullivan Springs Road and the north boundary line of the Town of Riverview; thence south along Sullivan Springs Road to Tar Dam Road; thence south along Tar Dam Road to Niemann Road; thence south and west along Niemann Road to Shallow Lane; thence west along Shallow Lane to Old 32 Road; thence south along Old 32 Road to the boundary line between the Town of Riverview and the Town of Mountain; thence west on said boundary line to the boundary line between the Town of Mountain and the Town of Doty; thence south on said boundary line to the southwest corner of the Town of Mountain; thence east on south boundary line of said Town of Mountain to the southeast corner of the Town of Mountain; thence north along the east boundary of the Town of Mountain and continuing north along the east boundary line of the Town of Riverview to the boundary line between the Town of Riverview and the Town of Lakewood; thence west on said boundary line to the place of beginning.



- (dd) Supervisory District No. 30 with 1 supervisor:  
All of the Town of Lakewood and part of the Town of Townsend.

Beginning at the intersection of State Highway 32 and the north boundary line of the Town of Townsend; thence southeasterly along State Highway 32 to Forest Hill Drive; thence west along Forest Hill Drive to Valley View Road; thence southerly along Valley View Road to Krake Road; thence southerly along Krake Road to East Burnt Dam Road; thence east along East Burnt Dam Road to County Road T; thence easterly, northerly, and northeasterly along said County Road T to State Highway 32; thence southeasterly along said State Highway 32 to the west boundary line of the Town of Lakewood; thence south along the west boundary line of the Town of Lakewood to the southwest corner of the Town of Lakewood; thence east along the south boundary line of the Town of Lakewood to the southeast corner of the Town of Lakewood; thence north along the east boundary line of the Town of Lakewood to the northeast corner of the Town of Lakewood; thence west along the north boundary line of said Town of Lakewood and continuing along the north boundary line of the Town of Townsend to the place of beginning.

- (ee) Supervisory District No. 31 with 1 supervisor:  
Part of the Town of Townsend, part of the Town of Riverview and all of the Town of Doty.

Beginning at the northwest corner of the Town of Townsend; thence east along the north line of the Town of Townsend to State Highway 32; thence southeasterly along State Highway 32 to Forest Hill Drive; thence west along Forest Hill Drive to Valley View Road; thence southerly along Valley View Road to Krake Road; thence southerly along Krake Road to East Burnt Dam Road; thence east along East Burnt Dam Road to County Road T; thence easterly, northerly, and northeasterly along said County Road T to State Highway 32; thence southeasterly along said State Highway 32 to the east boundary line of the Town of Townsend; thence south along the said east boundary line to the boundary line between the Town of Lakewood and the Town of Riverview; thence east on said boundary line to Sullivan Springs Road; thence south along Sullivan Springs Road to Tar Dam Road; thence south along Tar Dam Road to Niemann Road; thence south and west along Niemann Road to Shallow Lane; thence west along Shallow Lane to Old 32 Road; thence south along Old 32 Road to the boundary line between the Town of Riverview and the Town of Mountain; thence west on said boundary line to the boundary line between the Town of Mountain and the Town of Doty; thence south on said boundary line to the southeast corner of the Town of Doty (T31N R15E); thence in a clockwise direction along the southerly and westerly boundary of the Town of Doty (T31N-R15E and T32N-R15E) and continuing north along the west boundary of the Town of Townsend to the place of beginning.

## **2.102 ORGANIZATION, POLICY AND AUTHORITY OF THE OCONTO COUNTY BOARD OF SUPERVISORS**

- (a) 59.03 Administrative Home Rule. Oconto County may exercise any organizational or administrative power, subject only to the constitution and any enactment of the legislature which is of statewide concern and which uniformly affects every county.
- (b) 59.04 Construction of Powers. For the purpose of giving to counties the largest measure of self-government in accordance with the spirit of the administrative home rule authority granted to counties in Sec. 59.03, it is hereby declared that this chapter shall be liberally construed in favor of the rights, powers and privileges of counties to exercise any organizational or administrative power.
- (c) 5910(1) County Self-Organization. Oconto County shall act in accordance with §59.10, Wis. Stats., any and all existing and future amendments, revisions, or modifications thereto as a self-organized county, effective upon passage and publication and the filing of a certified copy of Oconto County Code of Ordinances Chapter 2.102(c) with the Secretary of State.
- (d) 59.10 Board of Supervisors.

- (1) The governing body of Oconto County shall be known as the "Oconto County Board of Supervisors" or the "Oconto County Board", hereinafter referred to as the Board or its members, "Supervisors".
  - (2) It is declared to be the legislative policy and intent of the County Board that the County Board shall be organized to provide it with authority to exercise all county policy as conferred upon it by Wisconsin law including the provisions of Home Rule as provided in Sec. 59.03 and 59.04 and as further defined by county resolution or ordinance.
  - (3) The County Board of Supervisors shall serve concurrent two year terms expiring on the third Tuesday of April of the even numbered years.
  - (4) All contracts, leases and agreements for the County, other than those which are administrative in nature, must be approved by the County Board unless otherwise provided by Wisconsin law or these rules.
- (e) 59.189 County Administrator. The position of County Administrator is hereby created pursuant to the requirements of Sec. 59.189, Wisconsin Statutes. The County Administrator shall coordinate and direct all administrative and management functions of the county government not otherwise vested by law in boards or commissions, or in other elected officers. The County Administrator's duties shall include, but not limited by enumeration as follows:
- (1) Execute the orders of the County Board.
  - (2) Appoint the members of all boards and commissions where Wis. Stats. 59.18(c)(s) provides that such appointment shall be made by the county board or chairperson of the county board, subject to the county board confirmation.
  - (3) Reports on a regular basis to the County Board regarding county activities and the fiscal condition including recommendations and resolutions to be presented to the County Board.
  - (4) Provides or obtains information, research, reports and studies for all aspects of the County, including presenting an annual report to the County Board on the condition of the County.
  - (5) Develops administrative policies and procedures as necessary to implement County Board ordinances, resolutions and directives.
  - (6) Spokesperson related to daily operations of the county subject to coordination with and direction of the County Board Chairperson. Handles public relations (i.e. press releases, publications, speeches, etc.) Represents county at public functions and intergovernmental meetings, legislative meetings and hearings, business transactions, and negotiations with other governmental agencies.
  - (7) Assists the Risk Management/Loss Control Committee in risk management efforts, administers the county insurance programs and evaluates county insurance coverages.
  - (8) Administrates the Financial Management policy for the County.
  - (9) Develops the Capital Improvement Budget.
  - (10) Submits the annual county budget per Wis. Stats. 59.18(5).
  - (11) Assists in the care and custody of real and personal property on the county and maintains an accurate inventory of such property for primarily insurance and accountability purposes.

- (12) Coordinates preparation of architectural plans for county buildings and their construction and any new or alteration of physical facilities and allocation of space.
- (13) Negotiates rental and lease contracts on behalf of the county, in conjunction with the County Board Chairperson.
- (14) Responsible for the overall direction, coordination, and evaluation of the County. Supervises all non-elected department heads per Wis. Stats. 59.18(2)(c) and a staff person in the Administration office. Carries out supervisory responsibilities in accordance with the County's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems. Making decisions on the hiring, firing, advancement, promotion or any changes of status of employees.

### **2.103 COUNTY BOARD RULES**

Section 2.103 through Section 2.118 of the code shall be collectively known as the "Rules of the Board".

### **2.104 MEETINGS, QUORUM, ROLL CALL**

- (a) In addition to those meetings set by statute, the County Board shall meet monthly on the third Thursday after the first Monday, alternate, fourth Thursday after the first Monday, except for November which shall be the second Thursday of the month, unless adjourned at a previous meeting specified otherwise. The annual meeting shall be the last Thursday of October for the purpose of adopting the budget and conducting any other business permitted by law.
- (b) If a quorum be not present, the members may adjourn from time to time until there is a quorum. A quorum shall constitute a majority of the members.
- (c) The Clerk of the Board shall provide a roll call of all members of the Board through the use of the electronic voting and roll call system.
- (d) The Clerk of the County Board may electronically record the audio of the County Board meetings.
- (e) The County Board may allow the members to attend meetings virtually, by designating a meeting as a "virtual meeting" on the meeting's agenda.
- (f) Supervisors unable to attend a meeting shall contact the County Clerk's office to notify of the absence.

### **2.105 ORGANIZATION MEETING**

- (a) At the organization meeting the chair or in the absence thereof, the vice chair of the previous Board shall call the new Board to order. If neither be present, the County Clerk shall call the meeting to order.
- (b) The order of business shall be:
  - (1) Call to Order and Roll Call.
  - (2) Adoption of standing rules and the County Financial Management Policy
  - (3) Election by secret written unidentified ballot for a two-year term in even numbered years of:
    - (A) Permanent chair
    - (B) Permanent vice-chair
    - (C) Election of the board chair and vice chair shall be as follows:

- (i) The election for both positions shall be chaired by someone not seeking election to that office.
- (ii) Nominations may be made from the floor nominating oneself or another supervisor, or a supervisor may indicate interest in the position by submission of a letter to be read by the clerk.
- (iii) No second is required but is allowed to show support.
- (iv) Nominating and seconding speeches of no more than two minutes each are allowed.
- (v) A motion to close the nominations is in order after a reasonable amount of time has been given and no one is seeking the floor; a second is in order; a two-thirds vote is required to then close the nominations. [There is no requirement to ask three times for additional nominations.]
- (vi) Each candidate for office may address the group with a brief statement before balloting begins.
- (vii) If only one candidate has been nominated, the chair may accept a motion to close the nominations and cast a unanimous ballot.

D. Vacancy in the office of Chair/Vice Chair

- (i) In the event of vacancy in the office of the Chair of the Board, the Vice Chair shall become the Chair for the remainder of that term in office.
- (ii) In the event of vacancy in the office of the Vice Chair of the Board, the Chair shall appoint a Vice Chair for the remainder of that term in office, subject to approval by a majority of the County Board.

(4) Committee appointments:

- (A) Appointment for alternating three-year terms to the Health & Human Services Board of two County Supervisors, appointed by the County Board Chair, and one Oconto County community member, appointed by the County Administrator, with confirmation by the Oconto County Board of Supervisors.
- (B) Appointment of all other committees by the County Board or County Administrator, as prescribed by state statute.

(4) Confirmation of committee appointments by the County Board.

(5) Such other business as may legally be brought before the organization meeting in the order prescribed under Rule IV following "Roll Call".

**2.106 COMMITTEES**

(a) The following committees and board shall be named at the organization meeting:

- Administration
- Health & Human Services Board
- Highway
- Land & Water Resources
- Property & Technology
- Public Safety

(b) The chair of each of these Committees/Boards shall be a member of the County Board.

## **2.107 ORDER OF BUSINESS**

The general order of business of Board meetings shall be:

- (a) Call to Order and Roll Call
- (b) Pledge of Allegiance
- (c) Invocation
- (d) Presentation of Awards and Recognition
- (e) The hearing of petitions, communications and disposition by reference to the appropriate committees by the chair. All written communications for the Board's consideration shall be filed with the County Clerk at least 5 days prior to the County Board Meeting. Written communications filed less than 5 days prior to the regular County Board Meeting shall be read at the next regular County Board Meeting unless authorized by the County Board Chair. Communications that pertain to a specific agenda item shall be read when that agenda item is brought up for consideration. Petitions and communications pertaining to a resolution or ordinance that required the Board to hold a public evidentiary hearing prior to consideration shall be read only if the party submitting the same testified at the required public hearing and only if the information in the communication or petition was presented at the public hearing.
- (f) Approval of Consent Agenda.
  - (1) Removal of Items from Consent Agenda
- (g) Approval of Regular Agenda
  - (1) Change in Sequence
  - (2) Removal of Items
- (h) Approval of Previous Meeting Proceedings
- (i) Consideration of committee and departmental reports including those not previously submitted to the Board by mail.
- (j) Resolutions or ordinances postponed to a date certain.
- (k) Consideration of resolutions or ordinances previously submitted to the Board members by mail.
- (l) Consideration of resolutions or ordinances not previously submitted to the Board members by mail in accordance with open meeting laws.
- (m) Announcements/General Information (No Action to Be Taken).
- (n) Adjournment.

## **2.108 MINUTES**

The County Clerk shall keep the minutes of the County Board meetings.

## **2.109 PRESERVING ORDER**

- (a) The chair shall preserve order and decide questions of order subject to appeal of the Board, and shall vote on all questions, except on appeals from the Chair's own decisions.
- (b) The chair without calling for a vote shall refer all matters (except reports and resolutions or ordinances) that come before the Board to the appropriate committee, unless otherwise ordered by the Board.

## **2.110 VOTING**

- (a) Elections shall be by ballot for:

- (1) Elections of Chair and Vice Chair.
- (b) Voting on all other matters shall be by ayes and nays through the use of electronic voting and roll call system. Unless otherwise provided by statute, ordinance or rule, majorities (1/2) and supermajorities ( $\frac{2}{3}$  or  $\frac{3}{4}$ ) are calculated on the basis of the number of votes cast.
- (c) Abstentions:
  - (1) Members shall abstain from voting on any matter in which the member has a conflict of interest. Conflict of interest is defined as a situation in which a member is in a position to derive personal benefit (usually economic) from actions or decisions made in their official capacity.
  - (2) Members may abstain from voting for any other reason; however, in accordance with subsection (b) above, an abstention will not be counted as a vote cast and therefore will have no effect on the calculation of a majority or a supermajority.
- (d) When the vote on any question is a tie, it shall be deemed to have been lost. Any member voting on either side of the question may move to reconsider the question by a 2/3 vote, but such motion shall be made and acted on the same County Board day, and shall not thereafter be made. When a question has once been determined, any member voting with the majority may move to reconsider the question by a 2/3 vote, but such motion shall be made and acted on the same County Board Day and shall not thereafter be made.
- (e) The Board may consider questions defeated at a prior Board meeting under the following circumstances:
  - (1) The Board suspends its Rules to consider the question, or
  - (2) Six months has expired from the date the question was defeated; or
  - (3) New evidence is presented to the Board which could not have been or was not through excusable error or neglect presented to the Board at the meeting where the question was defeated. The person or committee sponsoring the question has the burden of establishing that the evidence is new and that it could not or was not through excusable error or neglect presented to the Board at the meeting where the question was defeated.
- (f) No vote shall be taken on any orally presented motion or resolution or ordinance until the clerk has written it out in full and read it back to the Board, so as to give the Board a clear statement and the proceedings a correct record.
- (g) No motion shall be debated or put to vote unless it has been seconded.
- (h) After a motion shall be stated by the chair, it shall be deemed in possession of the Board, but it may be withdrawn at any time before amendment or decision by the sponsoring committee. If withdrawn, it shall not be entered upon the minutes.
- (i) When a motion is under debate no motion shall be received except to amend, to lay on the table, to postpone indefinitely, to postpone to a day certain or adjourn.
- (j) If the question before the board contains several points, any one member may have it divided upon verbal request to the Chair.
- (k) In all cases when an order, resolution or ordinance or motion shall be entered on the minutes of the Board, the name of the member moving the same and the second shall be entered on the minutes.
- (l) All questions, except privileged questions, shall be put in the order in which they are moved, unless otherwise directed by the Board.
- (m) When a motion to close debate or to call for the previous question is made, those supervisors who have requested to be recognized prior to said motions being made by depressing his or her call light, will be allowed to address the Board. The Chair shall not recognize any other Board members subsequent to the motions of closing debate or calling for the previous question being made.

- (n) Committee or departmental reports shall or shall not become a part of the official printed proceedings of the Board at the discretion of the chair and County Clerk.

### **2.111 ADDRESSING THE BOARD**

- (a) Whenever any member desires to speak to the Board, that member shall first inform the chair through the electronic voting and roll call system. The member who shall address the chair first, shall speak first. That person shall confine remarks to the subject and not deal in personalities. When called to order that person shall not be allowed to proceed without permission of the chair.
- (b) When anyone not a member desires to address the Board, permission to do so must be asked by a board member. Such person may address the Board with a time limit not to exceed ten minutes. Such person may not participate in the debate thereafter, but may respond to questions from board members concerning agenda items. Persons desiring to address the Board regarding a resolution or ordinance that required the Board to hold a public evidentiary hearing prior to consideration may only address the Board if he or she testifies at the required public hearing and only if the information presented to the Board is the same as what was presented at the public hearing.

### **2.112 RESOLUTIONS AND ORDINANCES**

- (a) Resolutions or Ordinances sponsored by committees or individual members shall be in writing and filed with the clerk prior to the next meeting of the board. The clerk shall provide copies to the members for their information and consideration five days prior to the meeting. Resolutions or ordinances not previously submitted to the clerk shall be referred to an appropriate committee by the chair. The chair with the assistance of the clerk shall prepare the Agenda of all business to come before each board meeting and mail same together with other materials as directed in the forepart of this paragraph. Late arriving resolutions may be placed on the agenda at the discretion of the Chair.
- (b) Any resolutions or ordinances presented for consideration at any meeting must bear the names of the members offering the same, or if by a committee, the names of a majority of that committee. However, the maximum number of names on any resolution or ordinance shall not exceed the number of members on any two given committees.
- (c) When a resolution or ordinance is taken up and is under consideration, the main question shall be "Shall the recommendations of the committee be adopted by the Board?" and unless specific amendments are offered in the usual parliamentary form, discussion shall be limited to adoption or rejection of the resolution or ordinance.
- (d) No account or claim against the county shall be audited and reported by any committee unless it is itemized, duly verified and filed with the clerk of the Board in the manner prescribed by law.
- (e) All bills against the county must be filed with the County Clerk on or before the first Monday of the month.

### **2.113 EMPLOYEE MATTERS**

- (a) The County Board shall by resolution establish the hours during which the county offices, except the courts, shall be open to the public.
- (b) Salaries and wages of all county personnel shall be determined by the county board as provided in Section 59.22 of Wisconsin Statutes after consideration and recommendation by the committee which has this assigned duty.
- (c) County employees shall be responsible to the County Administrator, in consultation with employees' respective home committee, who subject to the provisions of paragraph 1 and 2, have the authority to determine required work and working conditions for employees overseen by the committee. The County Administrator shall be responsible for selection, hire and discharge of employees, after consultation with employees' home committee and Oconto County Human Resources Director.
  - (1) The Administration Committee for all employees in the offices of Corporation Counsel, County Clerk, County Treasurer, Finance Department, Human Resources Department and Veteran Service.

- (2) The Executive Committee for all employees in the office of County Administrator.
  - (3) Health & Human Services Board for all employees under their supervision and New View Industries.
  - (4) The Highway Committee for all office and other employees under their supervision.
  - (5) Land & Water Resource Committee for all employees in the offices of Forest, Parks & Recreation, Land & Water Conservation, Land Information Systems, Planning & Zoning/Solid Waste, Register of Deeds and UW Extension.
  - (6) The Property & Technology Committee for all employees in the offices of Technology Services and Maintenance and care of county buildings and property under their jurisdiction.
  - (7) The Public Safety Committee for all employees in the offices of Child Support, Circuit Court, Clerk of Courts, District Attorney, Emergency Management, Family Court Commissioner, Medical Examiner, Register in Probate and Sheriff.
- (d) Paragraphs (a) through (i) inclusive, subject to the provisions of union working agreements where applicable.
  - (e) Oconto County is an equal opportunity employer. It will not discriminate against any employee or applicant because of race, color, creed, national origin, age, gender, sexual preference or disability and will take affirmative action to ensure that applicants are employed and treated with regard to such. Oconto County adheres to the principles set forth in Title 1 of the Americans with Disabilities Act of 1990, and all State regulations, which pertain to employment practices. Oconto County Americans with Disabilities Act compliance coordinator shall be the Human Resources Director, who shall determine the appropriate compliance actions.

**2.114 ALTERATION OF RULES**

No rules of the Board shall be suspended, altered, or amended without the consent of two-thirds of the members present.

**2.115 ROBERTS RULES OF ORDER**

In all parliamentary questions raised during a session of the board, and which are not covered specifically by the foregoing rules, Roberts Rules of Order, Newly Revised shall act as a guideline.

**2.116 GOVERNING RULES**

These rules, and all amendments and additions thereto which may hereafter be made, shall govern the Board until altered or repealed.

**2.117 COMPENSATION**

Compensation of all Elected County Officials.

- (a) The amount of compensation, for Supervisors to be next elected, shall be fixed at the Annual Meeting of the Board by a two-thirds vote of all its members. Compensation for Supervisors may be defined as per diems and/or salary to be paid to Supervisors in accordance with the County Financial Management Policy.
- (b) The Compensation of all other elected officials shall be fixed by the Board prior to the first day to circulate nomination papers for their respective offices.

**2.118 BUDGET GUIDANCE**

- (a) Administration Committee shall provide guidance and recommendations to County Board in June or July.



- (b) County Administrator and Finance Director will provide budget worksheets to departments in July or August.
- (c) Departments and Committees will develop budget proposal for County Administrator review in August and September.
- (d) County Administrator budget review with Committees in August and September. County Administrator shall provide a report at the September County Board regarding the status of the budget requests for the following year.
- (e) County Administrator shall meet with the Administration Committee in September and October to review. County Administrator final budget development in September or October.
- (f) Action on the County Budget will be only when the County Board is in session. No motion will be in order to adjust the Budget during Budget Hearing.

**2.119 DUTIES AND COMPENSATION OF COUNTY BOARD CHAIR**

- (a) The County Board Chair shall perform the duties of the office as set forth in 59.12, Wisconsin Statutes, and shall serve as Chair of the Administration and Executive Committees.
- (b) The County Board Supervisors shall receive an annual salary. The amount is to be set by the County Board at an annual meeting. The County Board Chair and Vice Chair salary shall be considered as compensation for attending various events, seminars, banquets, ceremonies, conventions, and meetings not covered under sections below. With exception of the Chair, Supervisors, including the Vice-Chair shall receive per diems for attending standing and non-standing committee meetings to which they are appointed.
- (c) In addition to the annual salary, the Supervisors of the County Board shall be entitled to the per diem and mileage as allowed to members of the board as set forth in the County Financial Management Policy.
- (d) The Vice-Chair shall have the duties and responsibilities as set forth in Sec. 59.12(2), Wis. Stats.
- (e) All County Board Supervisors will be allowed to attend the WCA conferences and district meetings with expenses paid.
- (f) With the exception of the Chair and Vice-Chair, a Non-Standing Committee meeting per diem shall be paid for conferences and district meetings.

**2.120 DUTIES OF ALL COMMITTEES**

- (a) All committee/board meetings will be in compliance with Wisconsin's Open Meeting Law. All committees shall furnish the County Clerk with a copy of the full Agenda with all supporting documentation for their committee meeting for posting prior to the meetings. If a quorum is not present, members will adjourn. Members present are entitled to per diem and expenses. In the event any meeting of the Board of Adjustment exceeds five (5) hours, members in attendance shall be entitled to 1.5 per diem for that meeting. All committees/boards of the County Board shall keep a typewritten record of their meetings, including dates, attendance, matters considered and their action thereon in a Committee file in the office of the County Clerk and draft copies shall be provided to the County Board Chair and posted to the county website, [co.oconto.wi.us](http://co.oconto.wi.us), within ten (10) days of such meeting. Minutes shall include copies of bids/specifications and any other pertinent information. The County Clerk, or designee, shall record the minutes of all meetings.
- (b) Audit all claims and accounts referred to them by the County Clerk.
- (c) Any committee that has the assigned duty of purchasing supplies, services and equipment for a department, an office or a group of offices, may name the Department Head or the County Administrator as their Purchasing Agent to such extent that seems to them to be most practical. Said Purchasing Agent shall use a uniform system of purchase orders to achieve maximum efficiency.

- (d) Board members or committees who desire to present resolutions to the County Board for expenditure of money in excess of any of the committees' or departments' current budget, shall first consult with the Administration Committee and the County Administrator.
- (e) All Committees shall refer to Section 2.113, paragraph (c), which lists specified responsibilities.
- (f) All Committee members shall file their Committee per diem and expense bills with the County Clerk by the first Monday of each calendar month.
- (g) Special Committees of the County Board shall continue to function until their respective duties are performed.
- (h) To make reports and recommendations to the Board when in their judgment it is necessary, or if the Chair and the Board request them to do so.
- (i) To recommend to Administration Committee the establishment of new personnel positions with salary/wages.
- (j) To request County Board approval of hiring any additional personnel to an already existing position, except in emergency situations and/or when the position is fully state and/or federally funded.
- (k) To submit all requests for transfer of appropriations between budgeted items of an individual county office or department to the Administration Committee for review under Sec. 2.25(2).
- (l) To consult with the Property & Technology Committee on any project that will result in any electrical or plumbing changes, building modifications, additional space needs, building maintenance, communications systems or other related issues on a building under the control of the Property & Technology Committee.
- (m) Each committee shall submit a written annual report from each of their responsible departments to the County Board at the April board meeting. Each departmental report shall include financial, statistical and programmatic results of the preceding fiscal year.
- (n) All departments shall submit to the County Administrator, along with their annual budget requests, a report which indicates the department's program goals for the next budgetary year. The report shall also include an updated Mission Statement and Program Description.
- (o) To consult with the Administration Committee on any policy, procedure or issue that may result in any changes to wages, fringes, compensation or working conditions for employees as those issues may need to be negotiated with the unions.
- (p) To meet at such intervals as are deemed necessary to properly carry out its functions and responsibilities.
- (q) All non-member County Board supervisors who attend committee meetings shall be entitled to speak at such committee meeting, after being recognized by the Chair of the committee.

## **2.121 ADMINISTRATION**

This Committee shall consist of four (4) members of the County Board and the County Board Chair. Its duties shall be:

- (a) To supervise the finances of the County in general, arrange temporary loans and approve investment of idle funds.
- (b) To cause to be conducted, an annual audit of the County's financial statements in accordance with Auditing standards generally accepted in the United States and as required by OMB Circular A-133 "Audits of States and Local Governments".
- (c) To transfer funds as authorized by Sec. 65.90(5)(b), Wisconsin Statutes.
- (d) To audit per diem vouchers.

- (e) To audit all current claims and accounts against the County and the dog license fund (except where the Statutes of Wisconsin provide for settlement of such claims and accounts by other committees or offices). To approve and authorize payment of same pursuant to Sec. 59.52 (12)(a), Wis. Stats.
- (f) To consult with the offices of County Clerk, County Treasurer, Register of Deeds, Corporation Counsel, Veterans Service, Human Resources, and Finance Director in matters pertaining to such offices.
- (g) To consult with the County Administrator in the matter of adequate liability, property damage, fire and casualty, health, dental and life insurance coverage and bonds of all types deemed necessary, and to authorize the purchase of same in any manner, most advantageous to the County. (Sec. 59.52(11) Wis. Stats.).
- (h) To be familiar with and have knowledge of the property appraisal service which covers all personal property and real estate owned by the County.
- (i) To act on all county library tax exemptions requests referred to the committee by the county board.
- (j) To administer resolutions and ordinances relating to the classifications and compensation of employees and as the need arises recommend to the County Board changes and revisions of same.
- (k) To recommend to the County Board not later than its September meeting the salaries or wages of all County employees and appointed county officers whose jobs or positions are listed in the Resolutions and Ordinances.
- (l) To recommend changes in the salaries of elected County Officers to the County Board in accordance with the Sec. 59.15 Wisconsin Statutes or Sec. 66.197.
- (m) To recommend changes in the per diem of County Board Supervisors and supplemental salary of Board Chair at the annual meeting preceding the next supervisory election in accordance with Sec. 59.03(3)(F) Wis. Statutes.
- (n) To make an annual report to the County Board at its March meeting listing the annual compensation and fringe benefits of all full time county employees and officers.
- (o) To recommend desired changes in county office hours, employee vacations, sick leaves, other fringe benefits and policies relating thereto to the County Board, subject to provisions of the union working agreement where applicable.
- (p) To negotiate the renewal of all union contracts and submit their recommendation to the County Board for approval.
- (q) To meet at such intervals as deemed necessary to properly carry out its functions and responsibilities.
- (r) To recommend approval or denial to the County Board, by resolution, the establishment of all new personnel positions with salary/wages/fringes,
- (s) Act as the only county agency to formally negotiate labor contracts and other labor related matters directly with union representatives.
- (t) To coordinate and oversee the agreement between Oconto County and the Oconto County Economic Development Corporation.
- (u) To be responsible for all matters pertaining to Illegal Tax matters.

## **2.122 HEALTH & HUMAN SERVICES BOARD**

The Health & Human Services Board shall consist of nine (9) persons of recognized ability and demonstrated interest in health & human services, appointed by the County Administrator. Six (6) of the County Health & Human Services Board members shall be members of the County Board of Supervisors. The remaining three (3) members shall be consumers of services or citizens-at-large. No public or private provider of services may be appointed to the County Health & Human Services Board.

The duties of the County Health & Human Services Board shall be:

- (a) Appoint committees consisting of residents of the county to advise the County Health & Human Services Board as it deems necessary.
- (b) Recommend program priorities and policies, identify unmet service needs and prepare short-term and long-term plans and budgets for meeting such priorities and needs.
- (c) Prepare, with the assistance of the County Health & Human Services Director, a proposed budget for submission to the county administrator, a final budget for submission to the department of health and family services in accordance with Wis. Stats. Sec. 46.031 (1) for authorized services, a final budget for submission to the department of workforce development in accordance with Wis. Stats. Sec. 49.325 for authorized services, and a final budget for submission to the department of corrections in accordance with Wis. Stats. Sec. 301.031 for authorized juvenile delinquency-related services.
- (d) Advise the County Health & Human Services Director regarding purchasing and providing services and the selection of purchase of service vendors, and make recommendations to the county administrator regarding modifications in such purchasing, providing and selection.
- (e) Develop County Health & Human Services Board operating procedures.
- (f) Comply with state requirements.
- (g) Assist in arranging cooperative working agreements with persons providing health, education, vocational or welfare services related to services provided under this section.
- (h) Consult and advise with the County Board Chair on matters pertaining to Commission on Aging.

## **2.123 HIGHWAY COMMITTEE**

This committee shall consist of five (5) members of the County Board Sec. 83.015(1)(c). Its duties and powers shall be:

- (a) To consult with the Highway Department in matters pertaining to said department.
- (b) To be responsible for the management, maintenance and repair of all Highway Department buildings.
- (c) To purchase all supplies, materials, and equipment necessary for the operation of the Highway Department. Such purchases to be made by bid, contract or otherwise; whichever manner serves the best interest of the County, except as provided for in the County Financial Management Policy.
- (d) The County Highway Committee is authorized, pursuant to Sec. 83.015(2) of the Statutes, to purchase without further authority, and to the extent that revolving funds accumulated for such purposes are available, such highway equipment as they deem necessary to properly carry on the work, and to trade or sell such old equipment as may be considered to be for the best interest of the county, except as provided for under the County Financial Management Policy.

- (e) To submit, as part of the annual report, their plans and estimated costs for construction and blacktopping of county trunk highways for the ensuing year at the April meeting of said Board.

## **2.124 LAND & WATER CONSERVATION COMMITTEE**

This committee shall consist of five (5) members of the county board and two (2) alternate County Board members to serve, with full power, only when a member is unable to vote because of a conflict of interest or when a member is absent and one (1) member of the Farm Service Agency with powers limited to matters pertaining to Land & Water Conservation. The alternate shall serve if the chair authorizes that the alternate serve. The chair of the committee shall be notified of the need for an alternate at a reasonable time in advance. Alternate shall have the authority to vote on all matters and be paid the same per diem and mileage as other members regardless of length of hearing or meeting. The Committee shall oversee the Forest, Parks & Recreation, Land & Water Conservation, Land Information Systems, Planning and Zoning/Solid Waste, Register of Deeds, and UW Extension in accordance with Sec. 92.06, Wis. Stats. The committee shall be responsible for policy direction for county land and water resources management. The committee shall provide policy direction and coordination for the Land and Water Resources department. Additionally, the committee is responsible for:

- (a) Adopting policies and procedures to provide for the effective provision of services to the public.
- (b) Directing the Department Heads to implement these policies and procedures.
- (c) Approving all division budgets and the Administrative Support Division budget.
- (d) Recommending County Board Resolutions/Ordinances pertaining to general policy and annual reports.
- (e) Developing policies and procedures in regard to the Administrative Support Division.
- (f) To consult with the Zoning/Solid Waste and land use control departments in matters pertaining to said departments.
- (g) Planning and Zoning. As set forth in Sec. 59.69, Wis. Stats. The Zoning Administrator shall also make an annual report on all their activities.
- (h) Solid Waste. As set forth in Chapter 15, Solid Waste Management of this ordinance. It shall also have the responsibility for the conduct of the Oconto County Recycling Programs.
- (i) To consult with the Forest, Parks & Recreation Department, the Land Information Systems Division and the Land Records office in matters pertaining to said departments.
- (j) To be responsible for the administration, use or disposition of County lands and parks, buildings and facilities located thereon, except those specifically assigned to some other committee.
- (k) To consult and advise with the Department of Natural Resources, similar federal and local agencies on cooperative programs and projects such as: parks, recreation areas, fish and game propagation and conservation, lake and stream improvement and dams. Supervise all such projects undertaken jointly or separately.
- (l) To have the Land and Forest Agent make an annual report on all their activities.
- (m) To appoint professionally qualified persons to the cooperative extension service staff in cooperation with College of Agriculture Sec. 59.56 (3).
- (n) To have general supervision of all County Extension Services, consult and advise with the Extension Agents, and approve a yearly program of work.

- (o) Consult and advise with the County Board Chair on matters pertaining to County Youth Fair.
- (p) To purchase by bid, contract or otherwise, all supplies and equipment necessary for the operation of its division in such manner which appears to serve the best interests in the County.

**2.125 PROPERTY & TECHNOLOGY**

This committee shall consist of five (5) members of the County Board. Its duties shall be:

- (a) To supervise the general maintenance, care and repair of the courthouse complex, jail building and grounds, and provide assistance for the Material Recovery Facility and Beyer Home property.
- (b) To purchase all furniture for the Courthouse complex and jail based upon the recommendation and quotes from the requesting committee.
- (c) To make recommendations to the County Board of any changes in space needs (construction or remodeling) of the Courthouse complex and jail and to allocate the efficient utilization of available office space in the Courthouse complex to the various departments and agencies.
- (d) To consult with the Technology Services Department in matters pertaining to said department.
- (e) Work with Technology Services Director to recognize and prioritize the Technology needs to Oconto County departments.
- (f) Review and approve technology related resolutions, ordinances, and policies submitted on behalf of the Technology services Department.
- (g) Review and make recommendation to County Board of major budgeted purchases per County Board rules.

**2.126 PUBLIC SAFETY COMMITTEE**

This committee shall consist of five (5) members of the County Board. Its duties shall be:

- (a) Its powers and duties shall be as set forth in Sec. 323.14 of the Wisconsin Statutes. Per 323.14(1)(a)(3) the Chairperson of the county board shall designate the chairperson of the committee.
- (b) To consult with the Sheriff on all matters pertaining to the Sheriff's Office.
- (c) To consult and advise in all matters pertaining to the Courts, Clerk of Courts, District Attorney, Family Court Commissioner, Court Commissioner, Family Mediation Director, Sheriff's Office, and, Child Support Agency.
- (d) To purchase all equipment for the Sheriff's Office in any manner which serves the best interests of the county and authorize the purchase of operational supplies, except as provided for in the County Financial Management Policy.
- (e) The Public Safety Committee shall be responsible for controlling and directing all expenditures from the Jail Assessment Fund, pursuant to §302.46(2).

**2.127 JOINT SOLID WASTE (MAR-OCO) COMMITTEE**

- (a) There shall be appointed a Joint Solid Waste MAR-OCO Committee, consisting of six (6) members. Three members shall be appointed by Marinette County at the April County Board meeting for a term of two years. Three members shall be appointed by Oconto County at the April County Board meeting for a term of two years. In the event a vacancy is created due to resignation, sickness,

death, etc., the County shall appoint a member to complete the unexpired term. Any member may be removed by a 2/3 vote of the appointing Board. Members shall be compensated per their respective County Board rules. The Joint Solid Waste MAR-OCO Committee shall, at their first meeting after April, annually elect from its members a Chair, Vice-Chair, and Secretary.

- (b) The Joint Solid Waste MAR-OCO Committee shall adopt rules for conduct of their business. Roberts Rules of Order shall apply to conduct meetings. All statutory provisions pertaining to Open Meetings and Records shall be complied with. Each County shall be responsible for the development, implementation and enforcement of solid waste plans or ordinances pertaining to collection, transportation, resource recovery and recycling of solid waste within their respective County.
- (c) Both Counties jointly shall operate the MAR-OCO Landfill complying with all provisions of the approved plans for same and hereinafter, any directive or requirement of the Department of Natural Resources. To this end, the Committee shall: employ the necessary personnel to properly operate said landfill. Establish a personnel management plan pertaining to wages, hours, benefits and working conditions. The Committee may develop such plan with either or both Counties. Acquire the necessary equipment for operation and maintenance of the landfill. Enter into contracts where necessary for engineering, consultation, construction, operation and maintenance of the landfill. Enter into agreement with either or both County Highway Departments for use of equipment and facilities for the construction of the landfill and related work. Develop, adopt and enforce an ordinance pertaining to disposal at the MAR-OCO Landfill, and provide forfeitures and penalties for violations.
- (d) Both Counties jointly shall be responsible for the management of the MAR-OCO Landfill. To this end, the Committee shall: Establish an accounting system; enter into an agreement with either or both counties to utilize existing accounting and computer operations; designate accounting personnel; and establish auditing procedures. Appropriate funds for construction, operations and maintenance by bonding, loans or levy taxes via both County Boards. Establish a tipping fee to be charged (per ton) for disposal within the landfill. Establish and set aside funds for long-term landfill care and future operations. Accept funds derived from any State and Federal grant or assistance program.
- (e) Both Counties jointly shall be responsible for the management of the MAR-OCO Landfill. To this end, the Committee shall: Honor all existing contracts for their terms. May enter into renewal or new contracts pertaining to waste disposal within the landfill. This agreement shall be approved by each County Board of Supervisors. Amendments shall be in writing and subject to the same approval.
- (f) By acceptance of this agreement, Marinette and Oconto Counties jointly accept full responsibility for the MAR-OCO Landfill inclusive of all financial and legal liabilities.

## **2.128 LOCAL EMERGENCY PLANNING COMMITTEE**

- (a) In accordance with §59.54(8), Wis. Stats., a local emergency planning committee shall be created and composed of members as specific in 42 USC 11001(c) and appointed annually in December by the County Board.
- (b) The Committee shall have all of the powers and duties established for such committees under 42 USC 11000 to 11050 and under §§ 323.60 and 323.61, Wis. Statutes.

## **2.129 VETERANS SERVICE COMMISSION**

- (a) The Veterans Service Commission shall consist of at least 3 residents of the County who are veterans initially appointed by the County Administrator for staggered 3-year terms and thereafter the expiration of the terms of those first appointed shall annually on or before the 2nd Monday in December of each year appoint a member of the Commission for the term of 3 years.

- (b) The Veterans Service Commission shall have the powers and duties established for such commissions under §45.81, Wis. Statutes.

**2.130 CORPORATION COUNSEL**

- (a) To be responsible for supervision of overall administration of the Oconto County Code of General Ordinances.
- (b) Shall provide legal advice and opinion on County issues to the County Board, Committees, or Department Heads. Shall review all contracts for Oconto County.
- (c) Represents the Department of Health & Human Services in Chapter 48, 51 and 55 matters; and in Chapter 254, Environmental Health Matters.
- (d) Represents the Child Support Agency in all Paternity, Support and Maintenance matters.
- (e) Represents the Zoning Department in all Zoning Code violation matters.
- (f) Represents the Treasurer's office in all Delinquent Tax/Land Sale matters.

**2.131 EMERGENCIES**

In emergency situations where immediate action is required in the interests of Oconto County, the County Executive Committee may take such emergency actions. A complete report will be provided to the County Board at their next meeting following the emergency action.

**2.132 EXECUTIVE COMMITTEE**

This committee shall consist of the six (6) chairs of the County Board Standing Committees and the County Board Chair, and oversee the County Administration department. Its duties shall be:

- (a) To act in place of the Oconto County Board when a County emergency declaration is declared and it is not feasible to convene a County Board meeting.
- (b) To evaluate the performance of the County Administrator, following consultation with the full County Board.
- (c) To conduct redistricting every ten (10) years or as allowed by law.
- (d) To recommend the changes or amendments to the standing rules of the Board which may become necessary and desirable from time to time and to do so at the March meeting of the Board.
- (e) To recommend the appointment of a County Administrator; if and when a vacancy occurs.
- (f) To meet at such intervals as deemed necessary to properly carry out its function and responsibilities.